

## QAR Team Meeting Oct/10/2011

Next Meeting – Oct/24/2011 at WH2NW (Black Hole)

First	Last	Organization	Present
Bakul	Banerjee	CD	X
Jamie	Blowers	TD	
Adam	Bracero	TD	X
Frank	Cesarano	BSS	X
John	Dawson	ESH	X
Peter	Garbincius	OPPS	X
Nicole	Gee	WDRS	X
Jed	Heyes	OQBP	X
Tom	King	QAE	X
John	Martzel	QAE	X
Kurt	Mohr	QAE	X
Don	Rohde	AD	X
Rod	Walton	FESS	X
Jim	Wollwert	FI	

### Meeting locations for future QAR meeting locations:

ALL Monday meetings in WH2NW (Black Hole) at 9:00 AM – Every other week

### Carry Over Items & Task Assignments

1	Review of PEMP	TBA	Jed
2	Discuss highlighted IQA & FSO comments	TBA	Jed

### Items Covered Today

Topic	Assurance Council
Discussion	Did not meet
Resolution	N/A

Topic	PEMP Update /Contract Extension
Discussion	The DOE-FRA/URS contract was extended through 2015. The 2012 PEMP was approved by the DOE. Tripartite assessments were included as a Notable Outcome. PEMP available on: OQBP URL under DOE Related Documents/Performance Related. QA is part of the evaluation with IT in the PEMP.
Resolution	Group thought it would be informative to review some of the PEMP

Topic	Procurement Assessment CRADs relative to IQA
Discussion	Kurt introduced a relationship of the IQA's "must" do requirements and the correlation to the CRADs. There was concern about how some CRADS as written/stated, especially, " <i>Only approved suppliers are utilized...</i> " Noted were: CRADs are not requirements, these were to reflect the intent of DOE and auditor interpretations of what they expected to see, that DOE supports a graded approach, and the IQA is a DOE approved interpretation of 414. Basically we don't have approved lists of suppliers, but we have approval processes, especially for "important" procurement items. We reviewed some of the BSS Procurement Manual. Most of that applies to BSS procurement rather than the users of the procurement process, but there were some items that do apply to users. The ProCard manual contains more requirements for users. We will be evaluating how users follow the BSS procurement procedures as well as any the D/S/Cs have internally for procurement. A question was raised regarding the timing of the program assessment because it is not scheduled first.
Resolution	Kurt leading off the procurement assessment of CD. Scope is procurement process, not inspection and test, not SCI assessment (these were covered previously). BSS program assessment will be more in depth and be performed in January. Regarding the timing of the program assessment – Kurt explained that doing program last had some benefits in the Records Management assessment and it was pointed out that due to logistics and the busiest time of the year for BSS, we could not schedule them first, but the idea had merit.

Topic	Assessment Status Updates
Discussion	Kurt completed the M&TE BSS Report and CD is out for factual review. Kurt has an opening meeting for procurement in CD this week. Tom K is starting next week on procurement for ES&H.
Resolution	N/A

Topic	D/S/C updates/news/quality issues/agenda items
Discussion	Nothing notable
Resolution	N/A

Tom King - X6474 or 630-267-6644  
Meeting adjourned - duration 50 minutes